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ABSTRACT

This volume offers practical suggestions to teachers on how to improve teaching methods at the higher education level. Suggestions span various types of teaching tasks and settings. Chapter 1 is on teaching in large groups and includes lecture preparation, what to do when things go wrong, evaluating a lecture, and related topics. Chapter 2 discusses making a presentation at a conference or professional meeting including preparation, presentation, abstracts, posters, and chairing a conference session. Section 3 looks at small group teaching and the planning and skills needed for group management. Chapter 4 addresses practical and laboratory classes and the objectives best achieved in these classes and how to assist students in achieving them. Chapter 5 is on curriculum planning and how to do it in a systematic manner. Chapter 6 looks at assessment and aims to help ensure that assessments will measure what they are supposed to measure in a fair and accurate way. Chapter 7 discusses how to produce and use audiovisual and printed teaching materials economically and effectively. Each chapter ends with a section listing suggested readings. An index is included. (JB)

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